

City Council Meeting Agenda

Municipal Building
116 W. Needles Ave., Bixby, OK 74008
December 13, 2021 at 6:00 P.M.

Call to Order

Mayor Guthrie

Roll Call

City Clerk Yvonne Adams

Pledge of Allegiance

Invocation

Consent Agenda

City Clerk's Report

Consider and approve:

- a) Minutes for the Work Session meeting dated 11/08/21.
- b) Minutes for the City Council meeting dated 11/08/21.
- c) Consider and or approve denial claim from Oklahoma Municipal Assurance Group (OMAG) to Jordyn Dewan.
- d) Discussion and possible action on authorizing Staff to solicit proposals for Zoning Code and Subdivision Regulation amendment services for upcoming Zoning Code and Subdivision Regulation improvements and modifications.

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

- e) Discuss and/or approve purchase order for \$14,363.30 for the purchase of materials for the installation of a 36" culvert at Chilsom Ranch.
- f) Discuss and/or take action on accepting the installation of 6' x 4' RCB at the Saker Channel on Mingo Road; final project amount of \$46,550.
- g) Consider and/or take action on approval of adjustments to existing fees charged by the City of Bixby, by its agencies, boards and departments.
- h) Consider and/or take action on Resolution 2021-29 regarding OMAG request to distribute Escrow Account Funds.
- i) Approval of and authorization to executed purchase of a 2022 Ford F-250 through Bill Knight Ford in the amount of \$44,270.00, prices to include new vehicle along with all emergency equipment needed to place in service. The new vehicle will be purchased through state contract pricing using Capital improvement funds approved for TY-2022.
- j) Request to approve agreement with Fire Recovery USA, LLC, as a third party subrogation company to work on behalf of the City of Bixby in collection of insurance fees for the deployment of emergency and non-emergency services by the Bixby Fire Department for services provided/rendered by/for the City of Bixby.
- k) Accept the infrastructure at Robinson Ranch (Phase 2) Development, located at S 161st St between Memorial & Riverview, into the City's infrastructure.
- l) Approve or Disapprove entering into Automatic Aid with Jenks Fire Department for the sole purpose of providing and receiving Automatic Aid from both parties in the event of a structure fire.
- m) Discuss and/or approve purchase to Pro-Vision in the amount of \$159,660.00 for SecuraMax Bodycams and remote cloud storage.

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

- n) Discuss and/or approve purchase to Security Lines US, in the amount of \$26,120.00 for city wide camera project.
- o) Approval of contract with Hilborne & Weidman to serve as Bond Counsel for the City of Bixby, Bond Proposal, Resolution 2021-28, preparation and certification.
- p) Approval of Phil Frazier to serve as local Counsel for the City of Bixby, Bond Proposal, Resolution 2021-28, resolution through passage, approval and sale.
- q) Consider and take action on an Encroachment Agreement between the City and The Brumble Group, LLC, regarding the encroachment of a single-family residence into a utility easement. Location: Lot Eight (8), Block Two (2), Quail Creek Villas of Bixby, 7410 East 124th Place South, Bixby, Oklahoma, 74008.

Public comments are limited to items listed on the agenda.

Those wishing to speak on agenda items will need to appear in the City Council Chamber.

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Regular Agenda

1. Discussion and possible action on Ordinance Number 2370, Oral Roberts Evangelistic Association Corporate Offices, Rezone (BXZO-21.19). General Location: South side on 151st Street South and West of South Harvard Avenue, Bixby, Oklahoma.

Carolyn Back

2. Discussion and possible action to declare an emergency regarding Ordinance Number 2370 making it effective immediately upon passage and approval.

Carolyn Back

3. Discussion and possible action for Tanner Consulting, LLC, Presley Heights West, Preliminary Plat (BXPT-21.10). General Location: 2920 E 141st Street South, Bixby, Oklahoma.

Carolyn Back

4. Discussion and possible action for AAB Engineering, LLC, 141st and Lewis, Preliminary Plat (BXPT-21.17). General Location: SE/c of East 141st Street South and South Lewis Avenue, Bixby, Oklahoma

Carolyn Back

5. Discussion and possible action for Tanner Consulting, LLC, Haikey Creek Estates, Preliminary Plat (BXPT-21.16). General Location: 13500-Block of Mingo Road, Bixby, Oklahoma

Carolyn Back

6. Discussion and possible action for Tanner Consulting, Robinson Ranch III, Final Plat (BXPT-18.06). General Location: South of the SE/c of 161st Street South and South Memorial Drive, Bixby, Oklahoma

Carolyn Back

7. Discussion and possible action for Tanner Consulting, Robinson Ranch III, Retaining Wall Easement and Utility Easement for City of Bixby water line.

Carolyn Back

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

8. Discussion and possible action on Ordinance Number 2371, TEP Engineering and Planning, Inc., Cox Nursing Facility, Rezone (BXZO-21.11). General Location: SE/c of South Memorial Drive and East 126th Street South, Bixby, Oklahoma.

Carolyn Back

9. Discussion and possible action to declare an emergency regarding Ordinance Number 2371 making it effective immediately upon passage and approval.

Carolyn Back

10. Discussion and possible action on Ordinance Number 2372, TEP Engineering and Planning, Inc., Cox Nursing Facility, Specific Use Permit (BXSUP-21.03) and for Preliminary and Final Plats (BXPT-21.15). General Location: East of the SE/c of South Memorial Drive and East 126th Street South, Bixby, Oklahoma.

Carolyn Back

11. Discussion and possible action to declare an emergency regarding Ordinance Number 2372 making it effective immediately upon passage and approval.

Carolyn Back

12. Discussion and possible action for JR Donelson, South Bixby Mini-Storage, Detailed Site Plan (BXSP-21.05) and Preliminary Plat (BXPT-21.11). General Location: 15800-Block of South Memorial Drive, Bixby, Oklahoma.

Carolyn Back

13. Discussion and possible action on a Resolution 2021-29 providing for a Moratorium on approval for construction, new, or expansion, of additional Auto Wash facilities, (Use Unit 17) within the City of Bixby, Oklahoma until June 30, 2022.

Carolyn Back

14. Discussion and possible action on a Resolution 2021-26 providing for a Moratorium on approval for construction, new, or expansion, of additional storage units, and mini-storage units, (Use Unit 16 and Use Unit 22) within the City of Bixby, Oklahoma until June 30, 2022.

Carolyn Back

15. Discuss and/or take action on a contract with Beck Design in the amount not to exceed \$684,606.67 for the design of the Bixby Fire Station #1 and the design of PW/Fire Station Site infrastructure.

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Joey Wiedel

16. Discuss and/or take action on a legal services agreement for the creation of new TIF districts within the City of Bixby.

Jared Cottle

17. Discuss and/or take action on approval of Economic Development Agreement with TBD, LLC for the Restaurants at Boardwalk.

Jared Cottle

18. Motion to enter into Executive Session:

- a) Discussion on negotiations and/or purchase or lease of certain real property at 101 E. Dawes, owned by Cash & Catherine D Stevenson and/or their successors. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*
- b) Discussion on the annual employee performance and employment contract review of the City Manager. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307. B.1.*
- c) Discussion on legal services performance and contract review. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1.*

Mayor Guthrie

19. Motion to exit Executive Session and reconvene in open session.

Mayor Guthrie

20. Consider and/or take action, if necessary, on the lease or purchase of real estate at 101 E. Dawes, owned by Cash & Catherine D Stevenson and/or their successors.

Mayor Guthrie

21. Consider and take any necessary action resulting from the annual employee performance and employment contract reviews of the City Manager.

Mayor Guthrie

22. Consider and take any necessary action resulting from the review of the legal services performance and contract reviews.

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Mayor Guthrie

23. City Manager's Report

Jared Cottle

24. New Business

Mayor or Vice-Mayor

25. Adjournment

Mayor or Vice-Mayor

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of December 10th, 2021, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby Oklahoma.

Respectfully Submitted

Yvonne Adams

City Clerk

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Bixby Public Works Authority Meeting

Board of Trustees

Municipal Building

116 W. Needles Ave., Bixby, OK 74008

December 13, 2021

Time: 6:00 P.M. or immediately Following the City Council Meeting

Call to Order

Chairman

Roll Call

Secretary

Consent Agenda

Secretary's Report

Consider and approve:

- a. Minutes for Bixby Public Works Authority regular meeting 11/08/21.
- b. Consider and/or take action on approval of contract with Oklahoma Department of Human Services regarding a new Low Income Household Water Assistance Program (LIHWAP).
- c. Approve Purchase Order to purchase AMR meters and appurtenances from Core and Main for \$50,000.

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

- d. Discuss and/or take action on Water Tap Application for Jason Brown at 14772 East 171st Street South, Bixby, OK in Tulsa County, OK.

Regular Agenda

1. Discuss and/or take action on a contract with Beck Design in the amount not to exceed \$514,588.33 for the design of the Public Works Maintenance Facility and the design of PW/Fire Station Site infrastructure.

Bea Aamodt

2. New Business

Chairman

3. Adjournment

Chairman

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of December 10th 2021, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby, Oklahoma.

Respectfully Submitted

Yvonne Adams

Secretary

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Bixby Industrial Authority Meeting

Board of Trustees

Municipal Building

116 W. Needles Ave., Bixby, OK 74008

December 13th, 2021

Time: 6:00 P.M. or immediately Following the City Council Meeting

CALL TO ORDER

CHAIRMAN

ROLL CALL

SECRETARY

BIXBY INDUSTRIAL AUTHORITY REGULAR MEETING

1. New Business

Chairman

2. Adjournment

Chairman

This Notice and Agenda was posted on the bulletin board this 10th day of December 2020, on or before 6:00 p.m., at City Hall, 116 W. Needles, Bixby Oklahoma.

Respectfully Submitted

Yvonne Adams
City Clerk

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.